Standard IIC Meeting MINUTES
September 29, 2011 Wednesday 2:30pm

Review of Steering Committee meeting on Sept. 9th
- Impact of major initiatives: Reorganization, Technology, Remedial/Developmental Curriculum, Gen Ed for CTE
- Develop Planning Agenda items: Utilizing information from Program Reviews
- Surveys

Continue to meet, fact-find, gather evidence, refine drafts…
- Initial review indicates “we are not perfect, but focused on making progress.”
- Narrative should include our most current view of who we are and what we do.
- Be more aggressive in evidence gathering
- “Cite” documents within the narrative text – a listing of URLs, PDFs, etc. Also include a separate summary list (evidence) at the end of Standard.

2nd draft due: Friday, November 18, 2011

Next Steering Committee meeting (co-chairs only): Friday, October 14 11a-12p

Discussion of co-chairs meeting with Erika & Marcia – review and recommendations
- Use information directly from the re-org “Executive Summary” to address EMC narrative (ok to cut & paste)…discussion of Town Hall meetings?
  - Need Jon to focus on the narrative for EMC…explain why changes were made
- The campus mission statement …how our mission statement supports the new campus culture
- Achieving the Dream – our role (Standard IIC: Library and Learning Support Services) in addressing the underprepared student
- Also related to the above, “Student Success” …where were we before and this is where we are now
- How has each of our departments assisted with the new campus culture?
- Library: address THE MOVE for building 7. Be proactive in describing how we will provide services to students when the building isn’t accessible. What happens when the library is displaced? Its physical space, instructional sessions, services, and resources. What planning will be done in anticipation of the move? Include this discussion in the narrative.

Next: Committee members will meet with their respective sub-committees to continue with their drafts…
- Library – Stef, Cyndi, Miles
- CSC – Femar & Charles
- EMC – Jon & Frank

Use “Questions to use in institutional evaluation” to support narrative format.